



**HUMAN RESOURCES OFFICE
TECHNICIAN / AGR ADMINISTRATIVE INSTRUCTION**

Number: 09-23

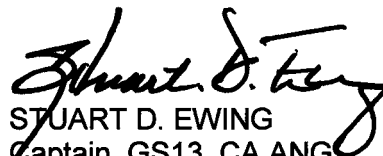
1 June 2009

TRANSITION FROM TWO-TIER TO FIVE-TIER APPRAISAL SYSTEM

1. As previously announced under TAAI 09-21, the California National Guard will implement a five-tier appraisal system on 1 October 2009. All eligible permanent and indefinite technicians must have a current appraisal.
2. The current CNGFPR 430 states that the minimum appraisal period is 180 days. To assist in the transition, the minimum appraisal period will be 120 days. The decision logic table below explains the impact to various employment statuses and situations.

If the status is	And the time period is	Then the action is
Temporary	N/A	None
Trial/Probationary Period	Hired between October – December 2008	Closeout at the end of the 12 month anniversary and then convert to the five-tier appraisal system the next day.
	Hired between January – September 2009	Closeout 30 September 2009 with no rating, and complete official closeout using the five-tier appraisal system at the end of the 12 month anniversary.
Indefinite/Permanent	120+ days under current two-tier appraisal system	Closeout 30 September 2009 and then convert to the five-tier appraisal system 1 October 2009.
	Less than 120 days under two-tier appraisal system	Closeout is extended to 120 day coverage. Closeout at the end of the 120 days and convert to the five-tier appraisal system the next day.
	Birth month is September	Closeout 30 September 2009 and then convert to the five-tier appraisal system 1 October 2009.

3. Questions may be directed to CMSgt Michael L. Hunt at CAGNET 6-3137, DSN 466-3137, commercial (916) 854-3137, or email at michael.hunt5@us.army.mil; MSgt April Mosher at CAGNET 6-3454, DSN 466-3454, commercial (916) 854-3454, or email at april.mosher@us.army.mil; and Mr. Todd Morrow at CAGNET 6-3600, DSN 466-3600, commercial (916) 854-3600, or email at todd.morrow1@us.army.mil.


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